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SACRAMENTOWORKS

SACRAMENTO WORKS, INC.
Executive Committee

Date: Monday, April 27, 2020

Time: 4:00 p.m.

Location: <https://zoom.us/j/96888178621>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Sacramento Works, Inc. Executive Committee is conducting this meeting on Zoom at <https://zoom.us/j/96888178621>. This meeting will be closed captioned. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting by dialing any of the following telephone numbers and entering in the Meeting ID 802 194 164: +1 669 900 6833 or +1 346 248 7799 or +1 929 205 6099 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799. Members of the public are encouraged to participate in the meeting by submitting written comments in the Q&A section of the Zoom meeting or by email to: Nancy.Hogan@seta.net. Public comments will be accepted until the adjournment of the meeting, distributed to the Executive Committee, and included in the record.

This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

1. Call to Order/Roll Call
2. Approval of Minutes of the February 24, 2019 Meeting
3. Recommendation of Applicant to go Forward to the Governing Board
4. Continued Discussion of Sacramento Works Strategic Plan
5. Adjournment

COMMITTEE MEMBERS: Lisa Clawson, David Gordon, Gary King, Kathy Kossick, Dr. Jamey Nye, Rick Wylie

DISTRIBUTION DATE: MONDAY, APRIL 13, 2020

SACRAMENTO WORKS, INC.

Executive Committee

Minutes

(The minutes reflect the actual progression of the meeting.)

SETA Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

Monday, February 24, 2020
4:00 p.m.

1. **Call to Order/Roll Call**

Mr. Gary King called the meeting to order at 4:07 p.m. The roll was called and a quorum was established.

Members Present: Kathy Kossick, Rick Wylie, Lisa Clawson, Gary King

Members Absent: David Gordon, Dr. Jamey Nye (attended via phone)

Others Present: Ron Ellis, Phil Cunningham, Terri Carpenter, Roy Kim, Julie Davis-Jaffe, Ralph Giddings, Michelle O'Camb, Lauren Mechals

2. **Approval of Minutes of the November 18, 2019 Meeting**

Minutes were reviewed; no questions or corrections.

Moved/Wylie, second/Clawson, to approve the November 18, 2019 minutes.

Roll call vote:

Aye: 4 (Clawson, King, Kossick, Wylie)

Nay: 0

Abstentions: 0

Absent: 2 (Gordon and Nye)

3. **Approval of Nominating Committee**

Mr. King stated that this item begins the process for choosing new officers for the Executive Committee. Ms. Kossick was asked to start the process beginning with the selection of a Nominating Committee. This committee has to ratify the appointment of the Chair. There was discussion that Ms. Conner, Dr. Nye, and Ms. Kossick would be willing to serve on the Nominating Committee. They will come back with a slate of officers to be considered at the May 27 meeting.

Moved/Clawson, second/Wylie, to ratify the appointment of Ms. Lynn Conner, Dr. Nye, and Ms. Kossick to serve on the Nominating Committee.

Roll call vote:

Aye: 4 (Clawson, King, Kossick, Wylie)

Nay: 0

Abstentions: 0
Absent: 2 (Gordon and Nye)

4. Discussion of Sacramento Works Board Size

Ms. Kossick reminded the committee that several years ago, the Sacramento Works Board went from 41 to 25 members. One of our economic development partners, the City of Sacramento, has requested an Economic Development seat on the Board. Currently, Troy Givans from the County is filling the only Economic Development designated seat. Adding another seat for the City of Sacramento would require increasing the private sector by one seat and economic development by one seat. If approved, this would go before the Sacramento Works Board in March.

Mr. Cunningham stated that under the bylaws there is a membership range so there is no need to modify the bylaws; this can be done by board approval.

Moved/Wylie, second/Clawson, to recommend the increase of the board from 25 to 27 members to accommodate adding an Economic Development seat.

Roll call vote:

Aye: 4 (Clawson, King, Kossick, Wylie)

Nay: 0

Abstentions: 0

Absent: 2 (Gordon and Nye)

5. Discussion on Presentation for the Third Objective of Attracting Business to the Region

Mr. King stated this item and the next will assist in preparing for the March 25 meeting. Mr. King summarized the discussion that included speakers on targeted industries. The conversation included what partnerships we need to focus on and connect with; understanding the efforts that are in place and look to see where we can connect resources.

Mr. King thinks it is important to know what efforts are in place to bring new businesses into the area; SETA can be involved with that. When the businesses get here, they would want to know if they have access to resources, i.e., workers. SETA can assist those employers with their employment needs. Mr. Walker is working on a report showing the different employer services SETA provides. Ms. Carpenter will be working on the board initiatives done over the last three years. Ms. Carpenter stated that the Employer Outreach Committee has a different focus each year; she will also provide a brief overview of the past endeavors.

The reference point is on what approaches, methods and actions have already been in place and previous involvements. Mr. King will synthesize what has been presented to the board and then provide a guideline on how to focus on

attracting more employers to the region. Mr. Cunningham suggested that there be a brief overview of what the Planning/Oversight Committee has done over the last few years.

Mr. King stated that at the March Executive Committee meeting, he will bring language around the second objective. Mr. King wants to wrap up all three objectives by the May meeting. The Executive Committee needs to be prepared to present the language for Goal #2 at the March Board Meeting and set up the foundation for Goal #3.

Staff will organize background information on past supportive efforts in attracting businesses. Once a business is here, SETA will support the efforts of the employers cooperatively. At the March 23 Executive Committee Meeting, information will be brought back on topics, content, and timing. The wording of the third objective will be modified to include..."supporting the attraction of business to our region."

6. **Continued Discussion of Sacramento Works Strategic Plan**

Committee members reviewed the wording for objectives #1 and #2. Under Objective #2, there was suggested draft wording. It was originally written "...to determine the education ability of currently employed to achieve wage gains." The draft wording suggested states: "To advance the credentials of clients that are currently employed by providing marketable or in-demand skills that result in them gaining higher wages."

There was discussion on how to measure the acquisition of skill or credential. Ms. Kossick stated that sometimes we get data from employers but sometimes the employers do not comply with our request. It is hard until we measure what impact we have on the workforce.

Mr. Kim stated that this committee talked previously about expanding the Employment Training Panel efforts. This would be ideally tailored to fit this goal. The ETP requires employers to report data. Mr. Wylie stated that ETP comes with funding and a requirement that would meet our goal; there are clear measurable outcomes. He stated that employers must be made aware that the reporting of data before and after is a requirement.

After discussion, Objective #2 wording was modified as follows: "To advance the credentials of clients *that are low-wage earners* by providing..." Measured elements will be acquisition or a skill or credential and an increase of wages.

Staff will finalize the wording which will be included in the March 25 agenda packet for board approval.

7. **Adjournment:** The meeting was adjourned at 5:19 p.m.

ITEM 3 – ACTION

RECOMMENDATION OF APPLICANT TO GO FORWARD TO THE SETA GOVERNING BOARD

BACKGROUND:

The local Sacramento Works Workforce Development Board was newly formed in early 2016 to comply with the 2014 Workforce Innovation and Opportunity Act. As part of its action on February 4, 2016, the SETA Governing Board satisfied the desire for a smaller Workforce Development Board by setting the size of the Board at twenty-five members and allocated the twenty-five membership positions to the five membership categories in the following manner: Thirteen members were allocated to business (a majority of the membership); four members were allocated to Labor and Apprenticeship (at least 15% of the membership); six members were allocated to specific programs in the workforce system (community based organizations, Adult Education, Higher Education, Economic Development, Wagner-Peyser (EDD) and Vocational Rehabilitation); and two members were allocated to the “Other” category permitted by WIOA to provide the Governing Board with flexibility in appointing members in this catch-all category.

On March 3, 2016 the Governing Board appointed twenty-five members to the newly formed Sacramento Works Workforce Development Board. Recently, a resignation has been received from Mr. Tom Kandris.

During the recruitment process for the new board, SETA received applications in early 2016 for seats representing Private Business. Staff is confirming their continued interest in sitting on the Sacramento Works Board. Once confirmation has been determined, application(s) will be provided to Executive Committee members and will be available at the meeting.

Historically, the Executive Committee of Sacramento Works has recommended the name(s) of individual applicants for appointment to the private sector seats by the SETA Governing Board.

RECOMMENDATION:

Provide the SETA Governing Board the name(s) of applicants recommended to fill the seat vacated by Mr. Kandris.